



CANNON BUILDING
861 SILVER LAKE BLVD., SUITE 203
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE
BOARD OF NURSING HOME ADMINISTRATORS

TELEPHONE: (302) 744-4500
FAX: (302) 739-2711
WEBSITE: DPR.DELAWARE.GOV
EMAIL: customerservice.dpr@state.de.us

PUBLIC MEETING MINUTES:	BOARD OF EXAMINERS OF NURSING HOME ADMINISTRATORS
MEETING DATE AND TIME:	Tuesday, November 12, 2013 at 1:00 p.m.
PLACE:	861 Silver Lake Boulevard, Dover, Delaware Cannon Building, Second-Floor Conference Room B
MINUTES APPROVED:	

MEMBERS PRESENT

Terri White, Professional Member, President
E. Ray Quillen, Professional Member
Tim Bane, Public Member
Frances Wimbush, Public Member, Secretary
Elizabeth Hague, Public Member
Hope Squier, Healthcare/Public Member

DIVISION STAFF/DEPUTY ATTORNEY GENERAL

Jennifer Singh, Deputy Attorney General
Robert Powers, Administrative Specialist II
Sheryl Paquette, Administrative Specialist III

MEMBERS ABSENT

Mike Salitsky, Professional Member
Sandra Dole, Healthcare/Public Member
Victorine Parker, Public Member

PUBLIC PRESENT

Kim A. Hurley, Wilcox & Fetzer
David Parkinson

CALL TO ORDER

Ms. White called the meeting to order at 1:00 p.m.

REVIEW AND APPROVAL OF MINUTES

The Board reviewed the minutes of the September 10, 2013 meeting. Ms. White made a motion, seconded by Mr. Quillen to approve the minutes as presented. The motion carried unanimously.

PUBLIC HEARING

Public Rules & Regulations Hearing

Ms. Singh summarized the proposal and said no public or written comments have been received. Mr. Quillen made a motion, seconded by Ms. Hague, to accept the proposed regulation change as written. The motion carried unanimously.

DISCIPLINARY HEARING

David Parkinson

Prior to the hearing, Ms. Singh requested the Board discuss agenda item 11.1 'Correspondence to the Board regarding Mr. Parkinson in AIT Program'. On November 4, 2013 Mr. Demarinis, Mr. Parkinson's supervisor, called the Division. Ms. Paquette was unavailable to speak with him at the time; therefore, a ticket was left for her to return his call. Ms. Paquette did not immediately return his call as she wanted to discuss the situation with Deputy Attorney General Singh. Mr. Demarinis called again on November 8th and Ms. Paquette took the call. Mr. Demarinis stated that Mr. Parkinson had been working since July and Ms. Paquette confirmed that Mr. Demarinis believed that Mr. Parkinson had been working in the AIT program. Mr. Parkinson's application had not been received by the Division until August 2013. Mr. Demarinis asked if Mr. Parkinson could apply the time already worked (July to present) toward his AIT Program. Mr. Quillen said he felt that granting Mr. Parkinson permission to use those months prior to today's approval would set a precedent, allowing other applicants to start working prior to license approvals. Mr. Quillen made a motion, seconded by Ms. Wimbush, to approve licensure for Mr. Parkinson starting today, noting that the three previous months in the program would not count. By majority rule the motion passed, with Ms. Squier abstaining.

The recorder took verbatim testimony. The Board members introduced themselves. Ms. Singh described the reason for the hearing and confirmed Mr. Parkinson was present. Ms. Singh marked Mr. Parkinson's complete copies of his application and supporting documents, the Propose to Deny letter, and the hearing letter sent to him as Board's Exhibit #1. Mr. Parkinson was sworn in at 1:15 p.m. He gave a statement into the record and was questioned by the Board. The Board began deliberations at 1:26 p.m. Mr. Quillen made a motion, seconded by Ms. White, to waive the 2004 criminal conviction and grant licensure to Mr. Parkinson. The motion carried unanimously. The hearing concluded at 1:45 p.m.

NEW BUSINESS

RATIFICATION OF LICENSURE

George Clemes III

Mr. Quillen reviewed Mr. Clemes application for licensure by Reciprocity and summarized the application for the rest of the Board. Mr. Quillen made a motion, seconded by Ms. Wimbush, to approve licensure by Reciprocity. The motion carried unanimously.

REVIEW OF AIT PROGRESS REPORTS

Kathleen Gibson (2nd Qtr Report)

After Board review, Ms. White made a motion, seconded by Ms. Squier, to approve Ms. Gibson's 2nd quarter AIT progress report. The motion carried unanimously.

John R Bear (2nd Qtr Report)

After Board review, Ms. Wimbush made a motion, seconded by Mr. Quillen, to approve Mr. Bear's 2nd quarter AIT progress report. The motion carried unanimously.

REVIEW OF AIT PRECEPTOR REQUEST

None

REVIEW of AIT SUMMARY REPORT

Mr. Powers updated the Board on who is currently active in the AIT program.

REVIEW OF CONTINUING EDUCATION APPROVAL REQUESTS

Delaware Veterans Home

**"Understanding Dementia and Alzheimer's Disease," Dover, DE, 4/10/13 – 4/11/13 –
Requesting 6.0 CEUs**

Ms. White reviewed the application and made a motion, seconded by Mr. Bane, to approve the course for 6.0 CEUs. The motion carried unanimously.

Health Care Association of New Jersey (HCANJ)

**"HCANJ 65th Annual Convention and Expo," Atlantic City, New Jersey, 10/29/13 –
10/31/13 – Requesting 9.5 CEUs**

Mr. Bane reviewed the application and made a motion, seconded by Mr. Quillen, to approve the course for 9.5 CEUs. The motion carried unanimously.

Division of LTC Residents Protection (DHSS)

"MDS Updates," Dover, DE 9/26/15 – Requesting 5.75 CEUs

Ms. White reviewed the application and made a motion, seconded by Mr. Bane, to approve the course for 5.75 CEUs. The motion carried unanimously.

DHCFA*

"DHCFA Holiday 2013 Education Program," Dover, DE 12/19/13, Requesting 3.0 CEUs

Ms. White reviewed the application and made a motion, seconded by Mr. Quillen, to approve the course for 3.0 CEUs. The motion carried unanimously.

REVIEW OF ONLINE CONTINUED EDUCATION REQUEST - None

REVIEW OF APPLICANTS FOR RE-EXAMINATION TEST - None

COMPLAINT ASSIGNMENT and UPDATES - None

DISCIPLINE AND COMPLIANCE UPDATES - None

OTHER BUSINESS BEFORE THE BOARD (FOR DISCUSSION ONLY)

Mr. Parkinson stated that he and his preceptors were under the impression he was part of a six-month training program instead of nine-months. Ms. White made a motion stating that Mr. Parkinson's degree program does not fall under the six-month requirement and he will have to complete a nine-month program. Ms. Wimbush seconded the motion. By majority vote, the motion passed, with Ms. Squier and Mr. Quillen abstaining.

Ms. Squier said the Rules and Regulations do not specifically say a person cannot start their AIT program prior to being granted AIT licensure. Ms. Singh said the AIT position is a licensed position and, therefore, needs to be approved before any work can begin. She said the Rules and Regulations also state that the Board must approve the program before it can begin. Ms. White asked that a letter be sent to Mr. Parkinson's preceptors outlining proper procedures and requirements for the AIT licensee and their preceptors stating that it is a licensed position and cannot start until the application is approved. Ms. Singh said she will draft the letter and present it to the Board at the next meeting for review and approval.

PUBLIC COMMENT

None

NEXT SCHEDULED MEETING

The next meeting is scheduled to be held on January 14, 2014 at 1:00 p.m. in the second-floor Conference Room B of the Cannon Building located at 861 Silver Lake Boulevard, Dover, Delaware.

ADJOURNMENT

There being no further business, Ms. White made a motion, seconded by Mr. Quillen, to adjourn the meeting at 2:29 p.m. The motion carried unanimously.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Robert Powers", written in a cursive style.

Robert Powers
Administrative Specialist II
Board Liaison

The notes of this meeting are not intended to be a verbatim record of the topics that were presented or discussed. They are for the use of the Board members and the public in supplementing their personal notes and recall for presentations.